



WELCOME

Student Guide to GPHS - Core Expectations

Safe

Be safe in the playground, classrooms, and specialist areas, when representing the school and travelling to and from school.

Respectful

Be respectful to yourself, peers, teachers, visitors and community members, by treating others the way we would like to be treated.

Learners

Be responsible for your own learning, by being prepared for class, completing set tasks and maximising all opportunities to ensure personal achievement and success.

We want all students ...

- To be respectful to others
- To take responsibility for their own learning, choices and behaviour
- To be confident lifelong learners: setting higher standards of personal achievement
- To be good communicators and decision makers
- To work co-operatively with students and teachers
- To participate actively at school
- To become proactive local and global citizens and 21st Century Learners

Student Responsibilities

As in society, "I didn't know" is not a valid excuse. We believe in the students' right to learn and the teachers' right to teach and we will not tolerate verbal or physical abuse towards any member of our school community or any damage to our facilities.

What does my school expect from me?

The values of our school are expressed through: its motto – "Learning for Life", the rewards systems, code of conduct – "Safe, Respectful Learners' and uniform code.

The school expects that students will:

- Wear full school uniform proudly and appropriately
- Attend all lessons, PBL classes and assemblies
- Remain at school and not leave the school without the clearly expressed and written authority of the school; including senior students
- Remain in class and not leave class without the clearly expressed authority of the classroom teacher
- Be punctual to school and all classes, assemblies and/or school functions
- Complete classroom tasks, homework and assessments and use my school diary
- Meet deadlines for homework, assignments and assessment work as detailed in the Assessment Policy
- Respect the rights of all students to learn and teachers to teach and not behave in a way that is disruptive to learning
- Comply with the directions of school staff in and beyond the school grounds regardless of the day of the week or the time of the day
- Show respect to all members of the school (students and staff) and wider community (visitors and general public)
- Comply with the electronic device policy of "OFF and OUT OF SIGHT"
- Act in a manner that will not cause or encourage harm or injury (physical or emotional) to other members of the school and wider community
- Act in a manner that will not bring the reputation of the school into disrepute
- Act in a manner that will not cause or encourage harm or injury to oneself (possession or use of tobacco, alcohol or illicit drugs)
- Comply with the GPHS Anti-Bullying Policy, including use of social media.

Students who persistently do not meet school expectations will face disciplinary action. For example: loss of privileges, detention, parental notification, afternoon detention, student monitoring and suspension.

What if ...?

I have been absent from school

On the day I return, I bring a note of explanation from my parent or carer to the Front Office. I need to make sure the date, my full name and year are clearly marked on the note with a suitable explanation. It must be signed by my parent or carer.

If I am likely to be away sick three days or more, I need to get my parent or carer to ring the school and provide a medical certificate on my return.

If I know that I am going to be absent for a period of time, I need to bring a note before-hand to the front office and apply for an exemption. This **may** be granted by the Principal.

All students must attend school for a minimum of 85% of the school year.

I am late to school

If I am late to school, I am to report immediately to the front office and obtain a late note. I am then to report to my class and show my teacher the late note.

I am late to class

I need to get a note from the teacher who has detained me and give this to my class teacher.

I need to leave school early

I must bring a note from my parent or carer clearly stating my **full name** and **year**, the **reason** and the **time** I need to leave. I will take the note to the front office, before roll call, where I will collect an early leaver's pass. I will show this pass to my classroom teacher at the time I am to leave.

I feel sick or have an accident

If I have an accident, I must report to the nearest teacher for help. If I feel sick, I must inform my class teacher who will refer me to the front office. The front office will make arrangements for my parent or carer to be contacted.

I need medication or have a health condition

If I need to take medication at school my parent or carer must complete the necessary request forms and return them to the HT Welfare. If I have asthma, anaphylaxis, diabetes or epilepsy, for example, my parent or carer must talk to the HT Welfare to arrange a health care/emergency plan.

I am not in full school uniform

I bring a note of explanation from my parent or carer and hand it to my roll call teacher. They will sign it, record the details in the roll and return it to me to carry all day.

I lose property

I check at the front office to see if it has been handed in. I should not bring valuables to school. It is my responsibility to look after and have my name on all of my property. Mobile phones are my responsibility.

I have trouble understanding my work

I talk to my class teacher first. Then I talk to my Year Adviser or the School Counsellor. I can also go to Homework Hub in the library after school (Monday – Wednesday).

I have personal difficulties at school or home

I talk to my Year Adviser or HT Welfare or make an appointment to see the Counsellor, or ask my parents to contact the School.

I receive merit certificates

I will collect them and hand them to my Year Adviser to earn the next level of certificate or medallion.